

## Organize and Relocate Checklist

- Meet to discuss our Service options
- Begin sorting items into 4 groups: Keep, Sell, Donate and Discard
- List all items to be set aside for family members
- Complete furniture 'wish list' for new home
- Meet move coordinator and measure new residence
- Prepare simple floor plan to place furniture
- Get prices from at least 3 movers
- Order packing materials for move
- Rent storage space if needed
- Begin packing non-essential items
- Label boxes with contents and room name
- Set aside essential items for 'load-last, open-first' boxes
- Confirm schedule with movers
- Pack essential items to be moved separately
- Supervise movers
- Take care of plants and pets
- Unpack and set up at new home